

## **FACILITIES TECHNICIAN**

### **DEFINITION:**

Under general direction, to plan, coordinate, and perform the on-going maintenance, remodeling and safety functions at various county facilities; and to perform related work as required.

### **DISTINGUISHING CHARACTERISTICS:**

Facilities Technician is an experienced, semi-skilled facilities operations and maintenance services class responsible for the maintenance, remodeling and safety functions of approximately eighty (80) County-operated work sites, as well as privately owned buildings. This class differs from the Building Maintenance Engineer classification, in that the latter is a journey-level class of the building maintenance series. The Facilities Technician classification requires a greater degree of skill, knowledge and familiarity of departmental procedures and operations; functions relatively independently and frequently exercises individual initiative and sound judgment; operates heavy equipment. The duties of a Facilities Technician require technical competence in several of the maintenance trades sufficient to complete work assignments, involving the use of multiple trade skills. The incumbent determines work direction and assesses in-coming projects and requests based on departmental priority levels. These positions are located in the Health and Human Services Agency (HHS) and report directly to a Capital Project Coordinator.

### **EXAMPLES OF DUTIES:**

Plans, coordinates, and performs the on-going maintenance, remodeling and safety functions at various county facilities; performs difficult maintenance tasks for the mechanical, electrical, plumbing, carpentry, HVAC and general utility systems; identifies, diagnoses, and corrects facility operating system problems; performs electrical maintenance work such as disconnecting, replacing and rerouting electrical systems, as well as changing telephone jacks, wall switches and plug receptacles; installs generators; repairs plumbing and piping fixtures; performs the more difficult carpentry and painting repair work such as installing, moving and modifying modular furniture and workstations, removing and replacing wall coverings and doors, building shelves, replacing overhead tiles, repairing roof leaks, and painting and striping facility parking lots/spaces; tests and treats water in air conditioning systems; installs, maintains and repairs institutionalized locking systems using various types of locks (electronic, cipher); repairs hospital, laboratory, laundry, or other specialized equipment; reads and interprets blueprints for mechanical and electrical operating systems; determines necessary equipment and materials, and purchases such items using a county credit card; maintains a "work in progress" tracking log; uses welding tools or various equipment to implement repairs; drives automotive equipment in the performance of duties; ensures conformance to ADA compliance and safety regulations; provides effective training and technical guidance to subordinate staff; communicates with professional, governmental, civic and business persons and organizations.

### **MINIMUM QUALIFICATIONS:**

#### **Knowledge of:**

- Principles and practices of facilities maintenance as they relate to design, construction, and operation of various pumps, motors, buildings, HVAC and plumbing systems.
- Maintenance and repair techniques for electrical and mechanical facilities operating systems.

- Operation and use of power and hand tools, equipment, and instruments employed in maintaining and repairing facility electrical and mechanical systems.
- Specification conformance of parts and materials used in preventive maintenance and repair/replacement of mechanical and electrical facilities operating systems.
- Occupational safety practices (ergonomic workstations) used in performing maintenance and operational tasks.
- Mechanical, electrical and instrumentation maintenance procedures.
- Techniques of water testing and treatment.
- Principles of automated building control systems.
- Federal, state and county laws and safety regulations (e.g. ADA compliance, CAL-OSHA).

**Skills and Abilities to:**

- Maintain and repair electrical, mechanical and general facility operating systems.
- Identify, diagnose, and correct facility operating system problems.
- Use various equipment (including welding tools) to implement repairs.
- Prioritize work requests and orders according to departmental needs.
- Interpret drawings and blueprints for mechanical, electrical and general facilities operating systems.
- Provide training and technical guidance to subordinate staff.
- Demonstrate strong customer service skills.
- Communicate effectively with professional, governmental, civic and businesspersons and organizations.

**EDUCATION/EXPERIENCE:**

Education, training, and/or experience, which would likely demonstrate the knowledge, skills and abilities stated above. Examples of qualifying education/experience are:

1. Three (3) years of progressively responsible facilities maintenance experience in a large agency operation; AND, two (2) certificates in two of the following three (3) areas: electrical, HVAC, or plumbing; OR,
2. Two (2) years work experience as a Building Maintenance Engineer in the County of San Diego operating, maintaining, and repairing a variety of building or facility operating systems (which include work in electrical, mechanical, HVAC and plumbing); AND, two (2) certificates in two of the following areas: electrical, HVAC, or plumbing. The certificates must be equivalent to completion of semester courses at a college, vocational school, Regional Occupational Program or equivalent program.

**SPECIAL NOTES, LICENSES, OR REQUIREMENTS:**

**License:**

A valid California Class C driver's license, which must be maintained throughout employment in this class, is required at time of appointment or the ability to arrange necessary transportation for travel to various work sites. Employees in this class may be required to use their personal vehicle.

**Working Conditions:**

Work is performed in a shop or in the public or office facilities with moderate noise levels. Incumbents may be subject to weekend work, standby and emergency call back.

**Physical Requirements:**

Incumbents may perform strenuous physical labor on a continuous basis, including lifting objects weighing up to 50 pounds, and occasionally weighing up to 70 pounds.